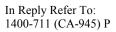


United States Department of the Interior

BUREAU OF LAND MANAGEMENT

California State Office 2800 Cottage Way, Suite W1834 Sacramento, CA 95825 www.ca.blm.gov

May 3, 2004



EMS TRANSMISSION: 5/03/04

Information Bulletin No. CA-2004-039

To: All Employees

From: DSD, Support Services

Subject: Implementation of United States Department of the Interior (USDOI),

Electronic Distribution of Leave and Earnings Statements (LES) Policy

Effective May 2, 2004 BLM-California employees will no longer receive their leave and earning information by mail, unless provided an exemption or waiver. Implementation of the Department of the Interiors electronic distribution of Leave and Earning Statements policy was not accomplished as a result of the temporary disconnect from the Internet.

For bargaining unit employees the December 16, 2003 MOA between NFFE Locals 951 and 2152 concerning the implementation of this DOI policy will apply. This MOA was previously provided to all BLM-California bargaining unit employees.

For further information concerning BLM-California employees receiving LES information electronically or by mail it is recommended that employees review IB CA-2004-028P and the MOA between NFFE Local 951 & 2152 on this subject.

If you have questions concerning the implementation of the new LES policy, you may direct them to David Wheeler, Human Resources staff at (916) 978-4495.

Signed by: Karen Barnette DSD, Support Services

Authenticated by: Richard A. Erickson Records Management